



IN REPLY
REFER TO

MMPPP
PROCLTR 97-11

DEFENSE LOGISTICS AGENCY
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APR 07 1997

MEMORANDUM FOR PROCLTR DISTRIBUTION LIST

SUBJECT: General Services Administration (GSA) Federal Supply Schedules as Preferred Sources of Supply

The purpose of this PROCLTR is to provide the attached March 6, 1997 memorandum from the Director, Defense Procurement, urging that you take full advantage of GSA Federal Supply Schedule contracts if you need supplies or services that are covered under them.

All buying personnel should also be aware of the DLA Electronic Commercial Catalog (ECAT) which is in the final stages of testing. It will permit searches, comparisons, and electronic ordering of a wide range of commercial type items and accept **MILSTRIP or purchase card payments**. The ECAT database will be loaded based on ID/IQ contracts where we have negotiated significant price discounts. The ECAT will be accessible from the DLA Electronic Commerce Mall which can already be accessed via the DLA Supply Homepage (<http://www.supply.dla.mil>). The EMail currently permits electronic ordering from a variety of DLA and non-DLA catalogs. Action is underway to add purchase card ordering capability to these catalogs; for now they require MILSTRIP information.

This PROCLTR expires, for record keeping purposes, upon dissemination to contracting personnel. Our point of contact is Ms. Mikki Underwood. She may be reached at DSN 427-1447, facsimile DSN 427-1359, or via Internet (mikki_underwood@hq.dla.mil).

Attachment


ROBERT L. MOLINO
Executive Director
(Procurement)





ACQUISITION AND
TECHNOLOGY

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

PM



MARCH 6, 1997

DP/CPA

MEMORANDUM FOR DISTRIBUTION

SUBJECT: General Services Administration (GSA) Federal Supply
Schedules as Preferred Sources of Supply

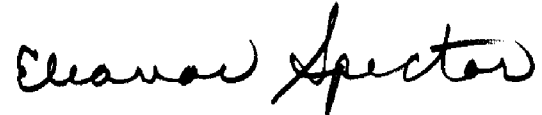
I recently met with Mr. Bill Gormley, Assistant Commissioner, Office of Acquisition, for the Federal Supply Service (FSS) at GSA, regarding the many improvements made to FSS Schedule contracts. There have always been many advantages to schedule use. GSA seeks competition, determines price reasonableness, and considers small business set-aside requirements when it solicits and awards contracts. In addition, orders under these schedules comply with the requirements of the Economy Act. Recent innovative changes mirroring commercial practices, to include use of the Internet, have made GSA schedules even more efficient to use. I have attached a listing of these changes.

Among the many improvements, the elimination of schedule maximum order limitations and the new ability to negotiate prices on individual orders without changing the basic schedule price are especially important. Additionally, DoD procurement offices may establish teaming arrangements among more than one schedule contractor to satisfy a requirement allowing even more flexibility and speed in the placement of orders and the delivery of products. GSA Advantage!, an on-line shopping service available over the World Wide Web at <http://www.gsa.gov> (or through the Defense Procurement homepage - <http://www.acq.osd.mil/dp>), offers the convenience of on-line ordering, and, in most cases, acceptance of the government credit card.

I also wish to point out the removal of the synopsis requirement on purchases over \$50,000 made from FSS Automatic Data Processing or Information Technology contracts.



I urge you to take full advantage of GSA Schedule contracts if you need supplies or services that are covered under them. Use of these contracts meets DoD goals to simplify the acquisition process while at the same time increasing the contracting officer's authority and ability to make sound business judgments.

A handwritten signature in black ink, reading "Eleanor R. Spector". The signature is written in a cursive, flowing style with a large initial 'E'.

Eleanor R. Spector
Director, Defense Procurement

Attachment

DISTRIBUTION:

Deputy Director, Procurement Policy, ASA(RD&A)/SARD-PP
Deputy for Acquisition and Business Management, ASN(RD&A)/ABM
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Director, Office of CHAMPUS
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**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SCHEDULES (FAR 8.404)
VALUE-ADDED IMPROVEMENTS**

★ **SYNOPSIS NOT REQUIRED**

Customers no longer need to synopsise Information Technology requirements that are over \$50,000.

★ **CREDIT CARD**

Use of the Governmentwide Credit Card is strongly emphasized.

★ **BEST VALUE**

Item selection is based on "BEST VALUE" - not lowest price.

★ **REDUCED PAPERWORK**

Justifications/documentation requirements are no longer required by GSA.

★ **REMOVAL OF MAXIMUM ORDER LIMITATIONS (MOLS)**

Customers can use the schedules for any size order. MOLS have been removed from 90% of the Federal Supply Schedules. MOLS will be removed from all schedules by 11/97.

★ **BLANKET PURCHASE AGREEMENTS (BPAs)**

BPAs are encouraged strongly. A new suggested BPA format is available.

★ **CONTRACTOR TEAM ARRANGEMENTS**

Federal Supply Schedule Contractors can form "Teams" to meet a customer's needs.

★ **PRICE REDUCTIONS**

Customers are strongly encouraged to seek reductions when orders are above the new maximum order threshold. Contractors can give "spot reductions" to individual agencies without passing them on to the entire government under a schedule order.

★ **IMPROVED DELIVERY**

Expedited delivery is now available with Schedule contractors.

Federal Supply Schedule Program Website: <http://pub.fss.gsa.gov/fcoc/sched.htm>

Attachment